

Barbour County Commission Meeting  
November 3, 2025  
5:00pm

DAVID STRAIT COMMISSION PRESIDENT, JEDD SCHOLA COMMISSIONER, BOB RICHARDSON COMMISSIONER, LAURIE AUSTIN COUNTY CLERK, SHANA FREY COUNTY ADMINISTRATOR

Ira Mayle, Marjorie George, Sheila Riggs, Kim Lewis, Brian Kilgore, Carrie L. Wallace, Nancy Dotson, Corey Brandon, Aaron Bostel, Drew Phillips, Kelsey Gross, Hannah Mallow, Chasity McGill, Larry McGill

David Strait called the meeting to order at 5:00pm and led the pledge.

Bob Richardson made a motion to approve the October 17, 2025 meeting minutes as presented; Jedd Schola seconded. 3/0

Exonerations were presented.

Final Settlements were presented and approved on a motion by David Strait, seconded by Jedd Schola. 3/0

SHIRLEY JUNE TAYLOR, ANNA MARGARET WERNER, LAURA JO SHELTON, JACK F. WEESE, RUTH VIRGINIA CARR, GEORGE G. VAUGHT JR.

Nancy Dotson presented a proclamation to declare November as the National Hospice and Palliative Care Month.

Invoices were presented.

David Strait made a motion to approve the consent to hire request for Hannah Mallow in the Prosecuting Attorney's office; Bob Richardson seconded. 3/0

Sheila Riggs requested approval to cancel the agreement with Champion Output Solutions for printing services in the Sheriff Tax office. The staff plans to accomplish the task in-house. Jedd Schola approved the cancellation; seconded by Bob Richardson. 3/0

The Sheriff Settlement and fund distributions will be tabled to finalize account reconciliations.

Brian Kilgore, Fraternal Order of Police, submitted a request for support of their annual Christmas initiative. On a motion by Jedd Schola, seconded by Bob Richardson, a \$2,500 contribution was approved. 3/0

Carrie Wallace provided information on the City of Belington's request for funding to assist with the cost of their water filter replacement project. The commission requested additional information and tabled consideration until the November 21<sup>st</sup> meeting.

OEM reported on upcoming exercises and coordination with the National Guard and food banks for food distributions.

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Aaron Bostel, Barbour County Ambulance Authority, acknowledged that all seven students in the EMT class passed the National Registry Exam. They are preparing for upcoming state inspections.

Chasity McGill discussed the purchase of election equipment. She requested to table the consideration of the Ballot on Demand equipment until further review. On a motion by David Strait, seconded by Bob Richardson, the purchase of election machine batteries was approved from Election System Software in the amount of \$24,217.00. Chasity reported that ES&S was the only company to purchase the batteries from at this time. 3/0

She was also encouraged to work with OEM/911 to apply for a Homeland Security grant for election equipment.

Laurie Austin requested to review the smoking and parking policies in the Employee Handbook. A revision to the handbook will be considered to clarify that the entrance to the property is the building entrance. Alternate areas will also be reviewed to relocate the cigarette receptacle. Elected officials and Community Corrections will be made aware of any changes.

Additional signage for permit parking will be presented at the next meeting.

Laurie reported that there were 190 estate appointments in 2023, between 180 and 190 in 2024, and 150 so far in 2025. She also provided a detailed explanation of the estate process and the different types of estates, outlining the specific requirements and time frames for each.

The floor was open for public comment by order of the sign-in sheet.

David Strait provided an update from Wendy Madden on the Barbour County Health Department. Shelby Stalnaker has been hired as the new Public Health Nurse and is completing trainings with the State Epidemiologist. She is collaborating with neighboring health departments to align policies, procedures, and staff compliance requirements. Rochelle King has been appointed as the Director of Threat Preparedness and is participating in regional trainings to strengthen and streamline local threat response efforts. Karen Lewis now manages the department's permitting processes, with VJ Davis and Bill Nestor continuing to handle sanitation and environmental contracts. The department has identified and addressing deficiencies in state reporting, payroll, accounts, and clinic operations, with documentation underway and a goal of full compliance ahead of the State's expected assessment in October 2026. The Health Department Board continues to meet monthly and plan to discuss outreach opportunities and the community needs assessment for the County Improvement Plan.

The next regular meeting is scheduled for November 21, 2025 beginning at 9:00am.

On a motion by David Strait, seconded by Jedd Schola, the meeting was adjourned at 6:20pm.  
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David W Strait, President

Barbour County  
Laurie L. Austin, Clerk  
Instrument 286317  
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COUNTY COMMISSION MINUTES  
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